

Memorandum

All Commissioners

Date : June 6, 1969

From : Commission on Peace Officer Standards and Training

Subject : COMMISSION MEETING

Time: Friday, June 20, 1969
9:30 a.m.

Place: Shelter Island Inn
2051 Shelter Island Drive
San Diego, California 92106

AGENDA

1. Call to Order.
2. Introduction of Guests.
3. Approval of Minutes of April 11, 1969, Meeting.
4. Approval of Courses.
5. Project S. T. A. R. (Systems and Training Analysis of Requirements).
6. Interagency Traffic Management Institute.
7. Finance Report.
8. Report on New Commission Office.
9. 1969 Hearings (II).
 - a. Action on suggested changes in Regulations.
 - b. Suggested dates, September 12, 1969, Sacramento,
September 19, 1969, Los Angeles.
10. Report on P. O. S. T. Advisory Committee.

June 6, 1969

11. Items Pending from Last Meeting.
 - a. Policy on Tuitions.
 - b. Reimbursement for Off-Duty Officers in Training.
12. Administrative Counseling Report.
13. C. L. E. R. P. Report.
14. Legislation.
15. Election of Chairman.
16. Old Business/New Business.
17. Date and Place of Next Meeting.
18. Adjournment.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
MINUTES

June 20, 1969
San Diego, California

The meeting was called to order at 9:30 a.m. by Vice-Chairman Earl R. Strathman. A quorum was present.

Present:

EARL R. STRATHMAN	- Vice-Chairman
BERNARD J. CLARK	- Commissioner
JOHN FABBRI	- Commissioner
T. M. HEGGLAND	- Commissioner
DAN KELSAY	- Commissioner
ARTHUR MC KENZIE	- Commissioner
ROBERT SEARES	- Commissioner

Also Present:

GENE S. MUEHLEISEN	- Executive Officer
GEORGE H. PUDDY	- Assistant Executive Officer
CARL R. BALL	- Senior Consultant
BRAD W. KOCH	- Consultant
LESLIE MENCONI	- Project Director, C. L. E. R. P.
KENNETH W. SHERRILL	- Senior Consultant
EDWARD M. TOOTHMAN	- Senior Consultant
Imogene Kauffman	- Stenographer

Absent:

LYELL CASH	- Commissioner
O. J. HAWKINS	- Representing the Attorney General
THOMAS REDDIN	- Commissioner (resigned)

Visitors:

Dr. H. M. Case	- Principal Scientist, Institute for the Study of Crime and Delinquency, Sacramento
Marshal Jim Carroll	- Ventura County Marshal's Office
Captain Larry King	- Training Officer, San Diego Sheriff's Office
Sergeant William Felkner	- Training Division, San Diego Sheriff's Office
Sergeant Dave Junker	- San Diego Marshal's Office
Lieutenant Bob Lockwood	- San Bernardino County Marshal's Office
Asst. Chief Warren Morrison	- San Diego Police Department
Sergeant Lowell Raper	- San Diego Police Department
Captain Mike Sgobba	- San Diego Police Department
Marshal Ron VanLuven	- San Bernardino County Marshal's Office

Orange County Sheriff's Academy

This Advanced Officer Course is scheduled to begin at the Orange County Sheriff's Academy on September 5, 1969. The course consists of 80 hours of instruction presented in two weeks. The course content will be reviewed and revised as additional subjects, changes or deletions are deemed appropriate. The course is open to all law enforcement agencies in the Orange County area. The expected enrollment for the first course is 25 students, 10 of whom are from outside departments, with no charge to officers from outside departments. Course offerings are scheduled for 2 or 3 in 1970, depending upon demand. Certification as an Advanced Officer course was recommended.

MOTION by Commissioner Kelsay, seconded by Commissioner Fabbri, carried unanimously that the Orange County Sheriff's Academy Advanced Officer Course be certified.

Technical and Special Courses

The following colleges presented six technical courses that were not recommended for certification by the staff for the following reasons:

Chabot College - "Current Legal Decisions"

Does not qualify as a Technical Course as it is not within the guidelines of a course which would develop the expertise desired in this category.

Santa Rosa Junior College - "Civil Disorder Control"

A one unit, semester-length course giving a broad overview of planning and tactics; however, it is not of sufficient length or depth to qualify as a technical course and does not fall within the guidelines of Technical Courses.

Orange Coast College - "Organized Crime"

This is a fine course which presents the history of organized crime and an overview to the problem, but it does not qualify as a Technical Course. It is a course that should be taken by everyone, but is not within the guidelines for a technical course.

Orange Coast College - "Criminalistics"

A three-unit course with an overview of criminalistics that falls far short of being a course designed to develop a specialist or technologist.

East Los Angeles College - "Computer Sciences in Police Administration" and

University of Southern California - "Automation Systems"

These are both excellent courses, and recommendation was made that any action by the Commission on these two courses be deferred because of priority matters. They are not of a high priority nor essential to a basic police function at this time. Reconsideration at a later date (one year), when the P.O.S.T. revenue is assured for reimbursement of these two courses, was recommended.

MOTION by Commissioner Seares, seconded by Commissioner Fabbri, carried unanimously that the Commission not certify these six courses at this time.

Stockton Police Training Center - "Police Firearms Instructors Course"

This course consists of 46 hours of instruction designed to develop police firearms instructors. One unit of college credit is awarded by San Joaquin Delta College. It is presented at the Stockton Police Training Center, a P.O.S.T. -certified academy. The instructors are from the FBI and other law enforcement and commercial agencies, and there is no charge for their services and training materials. This course complements the firearms instructors course at Cal-State Los Angeles by providing instruction for firearms instructors in northern California. The course enjoys an excellent reputation in law enforcement. Certification as a Technical Course was recommended.

MOTION by Commissioner Kelsay, seconded by Commissioner Heggland, carried unanimously that the Stockton Police Training Center Police Firearms Instructors Course be certified.

San Jose State College - "Police, Schools and the Community"

This is a one-week college credit course presented for peace officers and teachers. It consists of 30 hours of instruction presented six hours per day for five consecutive days. One unit of upper division credit is awarded. The objective is to bring together school administrators, police administrators and community leaders to discuss and examine the current crises of civil disorder on school, college and university campuses. Enrollment fee is

\$23.65 which includes tuition and student fees. For those qualifying as full-time peace officers, Law Enforcement Assistance grants are available through San Jose State College. The College expects to present this institute twice each summer, and certification was recommended by the staff.

MOTION by Commissioner Seares, seconded by Commissioner McKenzie, carried unanimously that certification of the San Jose State College community relations course be certified as a Technical Course.

Community-Police Relations Courses, all semester length and very similar, were presented for certification by the following colleges:

College of the Desert
Ventura College
Santa Rosa Junior College

These four courses all fall within the framework of the community-police relations requirements, and certification was recommended by the staff.

MOTION by Commissioner Clark, seconded by Commissioner Fabbri, carried unanimously that the community-police relations courses presented at the above-mentioned colleges be certified.

2. That the Commission accept the financial accounting responsibility.
3. That the staff and Commission act in the role of reviewers with the Institute in the application.
4. That indication be made in the application to C.C.C.J. that they look toward L.E.A.A. for discretionary money for the project funding.

Commissioner Fabbri requested the motion also state that with the Commission's endorsement of the fiscal responsibility of the project, it turn not only to C.C.C.J. for funding, but to other interested agencies as well. The proposed addition to the motion was not acted upon.

Before action was taken on the motion, the Executive Officer expressed the need for additional assistance for the staff before any further workload be accepted. Commissioner Clark expressed the opinion that as the budget is developed and the coordinating role of the Commission is accepted, that the positions could be filled by the Commission but paid for out of the project funds.

The following Project S.T.A.R. subcommittee was appointed by Vice-Chairman Strathman: Commissioner Ben Clark - Chairman, and Commissioners John Fabbri and Art McKenzie.

In a closing summation, Dr. Case stated that on behalf of the Institute, he wished to state that they would like more and more to take a background role, and that they be regarded as a technical resource only. He stated that this project would also look at selection in recruitment criteria as a natural "fall out" of an analysis of the roles. This project also proposes a methodological system to develop a sensing mechanism whereby, on a sampling technique basis, provision will be made for continuous updating of the recruitment/selection criteria and training programs after the training program structure is revised in toto, so that there will not be a need, in the future, for another study of the magnitude that this project proposes.

TRAFFIC PROGRAM MANAGEMENT INSTITUTE

Mr. Puddy reported that after receiving suggestions from the League of California Cities and the County Supervisors' Association, the State Business and Transportation Agency was contacted for the purpose of determining whether Federal Highway Safety Act funds would be available to finance a Traffic Program Management Institute for city and county law enforcement agencies. A proposal was developed and presented to the Agency requesting a grant of \$366,757, of which 59.4% or \$218,000 was actually federal money appropriated from the Highway Safety Fund. The cities' and counties' contribution to the total cost amounted to \$148,000 or

FINANCE REPORT

The Assistant Executive Officer reported that funds are coming in at an accelerated rate, and it was felt that the situation created by the county treasurers' combining the criminal fines and traffic fines and sending them to the Controller in one lump sum is being eliminated. It is expected that at the end of the fiscal year there will be a balance in the Peace Officer Training Fund in excess of \$1,000,000.

(See Attachment "B")

The Executive Officer explained that P.O.S.T. is almost reaching a saturation level in numbers of schools in the Middle Management Course. The training is available but the departments have not taken full advantage of the offerings. Very soon when the middle managers above the lieutenant's level have received the training, since this is a one-shot course, the only people attending will be the newly appointed lieutenants. This is not going to be a significant number of people, perhaps 300 per year. There are a number of areas that want to have Middle Management Courses, but if an analysis were done of how many new lieutenants are appointed in the northern region, it would show that a very small number are appointed each year; however it is available in both Northern and Southern California. Mr. Puddy stated that the Advanced Officer Course will begin to accelerate this fall as more courses become available.

REPORT ON NEW COMMISSION OFFICE

It was reported by the Executive Officer that the move of the commission office from the Forum Building into State Office Building No. 8 at 714 P Street, Room 1508, had been completed. Les Menconi was commended for his excellent job as operations manager of the moving process. The staff is pleased with the increased office space although there are a few noise problems inasmuch as General Services selected to have tile flooring instead of carpeting. The senior consultant rooms are inadequate due to a high noise level resulting from conversations in adjoining offices and machines and typewriters. The original agreement was that if there should be disturbances of this nature, glass enclosures could be installed.

Convenient support services are available in the building from General Services. They are efficient but expensive. These include duplicating services, supplies and storage, mailing and shipping, and a film library. With addition of the staff authorized up to July 1, the conversion of the records unit to IBM stock cards has been started which will utilize file space and create a much more efficient unit.

The completion of 40 oral interviews of persons who had qualified for the position of consultant has been accomplished.

Regulation 1010

ELIGIBILITY FOR REIMBURSEMENT

(added)

- b. After July 1, 1973, a jurisdiction shall be ineligible to receive reimbursement for any training if the department has within its employ any officer with two or more years of service who does not possess a P.O.S.T. Basic Certificate or higher. When a jurisdiction enters the P.O.S.T. program after July 1, 1973, the time permitted to fulfill this requirement shall be no more than two years from the date the jurisdiction enters the program.

(This section had previously been approved by the Commission for presentation at future hearings. No changes were recommended.)

With reference to this section, the Executive Officer explained that P.O.S.T. had contracted for the services of Earl Pugsley, Coordinator from Fresno City College, to travel throughout the State to 33 locations to give a Basic Equivalency Test designed for veteran peace officers who have not been able to qualify for Basic Certificates because of lack of adequate formalized training. By reaching an agreement with coordinators of junior colleges in various convenient areas to proctor the exams for P.O.S.T., and by working with Mr. Pugsley in grading them, the certificates were then issued if the grade was passing and all other requirements were met. There has been a heavy response and this has proved to be a valuable service. This will be a step toward achieving the 1973 requirement.

Regulation 1011

CERTIFICATES AND AWARDS

(added)

- (d) Specialized Law Enforcement Certificates are established for the purpose of fostering professionalization, education and experience necessary to perform adequately the duties of specialized public law enforcement services such as those performed by special investigators, campus police, police officers of the California State Police Division, marshals of judicial districts, and such others as may be deemed appropriate by the Commission. Requirements for the Specialized Law Enforcement Certificate are set forth in Specification 12 entitled "Specialized Law Enforcement Certification Program."

(This section had previously been approved by the Commission for presentation at future hearings. No changes were recommended.)

- (1) Is serving as a full-time, paid peace officer as defined by California law, OR
- (2) Is serving as a full-time coordinator, instructor, or teacher in police science, police administration, law enforcement or criminology, OR
- (3) Is serving full-time with a public or private non-profit organization which is wholly engaged in the furtherance of the objectives of law enforcement.

(This section had previously been approved by the Commission for presentation at future hearings. No changes were recommended.)

B. EDUCATION AND TRAINING POINTS

3. When college credit is awarded for police training, it may be counted for either training points or education points but not for both.

C. LAW ENFORCEMENT EXPERIENCE

1. The acceptability of the required experience shall be determined by the Commission.

- (added)
- a. Law enforcement experience in California as a full-time paid peace officer member of a city police department, a county sheriff's department, or the California Highway Patrol may be acceptable for the full period of experience in these agencies.

(This section had previously been approved by the Commission for presentation at future hearings. No changes were recommended.)

Los Angeles County Sheriff, Peter J. Pitchess, had presented a strong written request to the Commission that federal service should not be overlooked in the description of acceptable service outside the State. He felt this experience, i. e., FBI, Border Patrol, Military Police, and some of the various Treasury Department Agencies, is the equivalent of law enforcement experience in many city police departments. Sheriff Pitchess requested the 12 years of previous FBI experience of his undersheriff, Wm. H. McCloud, be considered as acceptable qualifying credit for Undersheriff McCloud's being awarded an Advanced rather than an Intermediate Certificate.

MOTION by Commissioner McKenzie, seconded by Commissioner Fabbri, carried that the Advanced Certificate requested by Undersheriff McCloud be deferred until after the next public hearing.

F. THE ADVANCED CERTIFICATE

2. Shall have acquired the following combinations of education and training points combined with the prescribed years of law enforcement experience, or the college degree designated combined with the prescribed years of law enforcement experience, and effective September 1, 1970, shall have been granted no less than 45 college semester units or 60 quarter units by an accredited college as defined in Section 1001 of the Regulations.

PROPOSED SPECIFICATION 12 - SPECIALIZED LAW ENFORCEMENT
CERTIFICATION PROGRAM

At the last commission meeting, held on April 11 in Sacramento, the Commission referred proposed Specification 12, Specialized Law Enforcement Certification Program, back to the staff and the Committee on Certificates for redrafting. The redrafted proposed specification was presented to the Commission.

It was discussed at length and testimony was heard from Marshal James Carroll, Ventura County, and Sergeant David Junker, San Diego County Marshal's Office. Marshal Ron VanLuven, San Bernardino County, was also present but did not testify.

As a result of the following motion, the Specification was rewritten as set forth in Attachment "C".

MOTION by Commissioner Clark, seconded by Commissioner Seares, carried unanimously that a Specialized Law Enforcement Certification Program be adopted following the General Police Certification Program as closely as possible, including a Basic, Intermediate and Advanced Certificate, and using the same minimum criteria, such as having been selected according to the standards, having completed the course category, and having no less than one year's experience.

It was requested by Commissioner Kelsay that the Executive Officer research the status of the local park rangers (county) with regard to "special police", i. e., should they be included if they are not regular police officers.

Commissioner Kelsay requested that one more member be selected from a small community: Butte County, Central Valley, or Northern Valley area.

MOTION by Commissioner Clark, seconded by Commissioner McKenzie, carried unanimously that the P.O.S.T. Advisory Committee consist of 9 members, serving three-year terms, drawing lots the first meeting to serve in staggered terms of three years.

POLICY ON TUITIONS

The Executive Officer reported that at the December 19, 1968, commission meeting it was stated, "A discussion followed concerning the \$300 tuition fee for these courses. Commissioner Kelsay suggested that this amount might prove to be too high for the smaller departments. It was decided to explore the question of tuition in more detail and devise ways to retain fair and equitable tuitions for any course approved by the Commission." This has been accomplished. The courses with tuitions will be required to submit a proposed budget prior to certification and a recap of "out-of-pocket" actual expenses will also be required following each presentation.

REIMBURSEMENT FOR OFF-DUTY OFFICERS IN TRAINING

The Executive Officer reported the question of reimbursement for off-duty officers has been resubmitted to the Attorney General's Office and the response is set forth in enclosure "C". The opinion holds, in part, that "In our opinion the Commission may, through the Regulations, limit reimbursement to 'out-of-pocket' expenses, or any portion thereof, actually incurred by a city or county in the nature of a salary, compensation in lieu of salary, and such other costs as approved by the Commission." ... "certainly the reimbursement policy was not intended to provide funds to cities and counties for expenses they had not incurred. Such an interpretation would wreak havoc with the intent of the legislature and be contrary to the objectives of the statute."

The Commission approved the following paragraph to be added to the proposed Regulations under Section 1015 as (c), moving the present (c) to (d):

(c) Reimbursement Limited to Actual Expenses

Reimbursement is limited to actual expenses or any portion thereof actually incurred by a jurisdiction and approved by the Commission. Reimbursement for salary may be provided for training acquired in an off-duty status when compensation in lieu of salary is provided through overtime pay, compensatory time off, education and training or career development incentive pay, or other programs approved by the Commission.

published July 1. Cards will be issued to indicate the written test had been taken and passed. The cards will be distributed by the Cooperative Personnel Services in Los Angeles.

Mr. Menconi reported that he is working very closely with Steve Dunn, of Cooperative Personnel Services in Los Angeles, on the mechanics of the actual testing process. It will be written up after the 1st and 2nd tests have been completed, and copies will be available to the Commission at that time.

LEGISLATION

Copies of the following legislative bills concerning P.O.S.T. were presented to the Commissioners:

S.B. 493 and S.B. 1414

A.B.'s 374, 478, 1327, 1684, 1960, and 2222.

Mr. Sherrill informed the Commission of the status of each bill.

A.B. 2222, which would make the Chancellor of the California Community Colleges, or his designee, a member of the Commission on Peace Officer Standards and Training, was discussed. The Executive Officer stated that he was of the opinion that this Bill would not be signed by the Governor without its being amended because of the phrase "or his designee", which would mean that the Chancellor would make the appointment to the Commission rather than the Governor. The Police Educators' Association of California supported the principle of having an educator on the Commission, but they recommended that it be a full-salaried police science instructor from the local level. Police Educators' Association of California stated that this would keep the flavor of the Commission with the people who represent local action agencies. Commission Clark expressed the feeling that if the "door is opened" to the Community Colleges having a representative on the Commission, the demands will come from all levels of colleges and universities for representation.

ELECTION OF CHAIRMAN

MOTION by Commissioner Fabbri, seconded by Commissioner Seares, carried unanimously that the present Acting Chairman, Earl R. Strathman, be installed as Chairman.

MOTION by Commissioner Kelsay, seconded by Commissioner Fabbri, carried unanimously that Commissioner Ben Clark be elected as Vice-Chairman.

DATE AND PLACE OF NEXT MEETING

The Commission set the date of the next meeting tentatively for October 22 to follow the public hearings to be held Friday, September 12 in Sacramento and Friday, September 19 in Los Angeles. The meeting place to be announced by the Chairman.

ADJOURNMENT

The meeting was adjourned at approximately 4 p.m.

Respectfully submitted,


GENE S. MUEHLEISEN
Executive Officer

I. PROJECT SUMMARY

Project STAR envisions a five-year effort to provide the basis for systematically upgrading the performance of criminal justice system personnel. This overall objective will be achieved by the collection and analysis of data on the various roles effected within the criminal justice system. Such data will be both subjective in terms of perceptions and expectations that various public and criminal justice system functionaries hold about role performance, and also objective in terms of empirical job analyses. The Project will also develop a means for continuous sensing of future role requirements.

The first year of the Project will concern itself with the analysis of the subjective data on role perceptions. The second and third years of the Project will involve an in-depth examination of objective data generated by job analyses of the line-level police officer, and will use both these findings and those resulting from the first year's effort in the determination of "most reasonable" expectations of roles to be played as the basis for updating both academic and in-service police training programs. This second and third year effort will also result in the production of revised standards and criteria associated with the recruitment and selection of police officers. During the fourth and fifth years of this Project, the methodology developed for police officer role analysis will be applied to the other parts of the criminal justice system with a view toward providing improved means for upgrading all operational system personnel. To preclude the need for undertaking periodic studies of the magnitude proposed here, a means will be developed, in the latter years of this Project, for the continuous collection and analysis of data concerned with changes in future role requirements and performance.

STATE OF CALIFORNIA
COUNCIL ON CRIMINAL JUSTICE

APPLICATION FOR ACTION GRANT

Title of Project

Systems and Training Analysis of Requirements of
Current and Future Roles of Criminal Justice System
Personnel (PROJECT STAR)

Applicant

Commission on Peace Officer Standards and Training
Sacramento, California

Project Director

Financial Officer

Duration of Project

August 1, 1969 - July 30, 1974

Total Project Cost

Approximately \$1,000,000 @ approximately \$200,000
per year

II OBJECTIVES

- A. To acquire an understanding of the differing perceptions, held by various sectors of the community, and by representatives of the various parts of the criminal justice system, of the roles performed by functionaries within the criminal justice system.
- B. To determine a profile of these differing perceptions in terms of source and significance of the differences.
- C. To analyze the differences among the perceptions of criminal justice system roles by means of a "difference scale" whereby perceptions would be judged on a dimension of "myth" to "most reasonable" perception.
- D. To determine public education needs from analyses of misperceptions of criminal justice system roles.
- E. To determine, from a job analysis of one part of the criminal justice system; viz., the police, the de facto role performed by line officer personnel in small, medium, and large police departments.
- F. To determine recruitment/selection and training needs based on the empirical job analysis data and on those expert and accepted judgments (of "most reasonable" perceptions) of what role the police (line) officer should be performing.
- G. To review and evaluate present academic and in-service training programs regarding their currency and effectiveness in meeting current training needs based on the above analysis.
- H. To develop appropriate new and/or modified training programs consistent with current role performance requirements of the line-level police officer.

- I. To demonstrate, test, and evaluate new and modified police training programs as the basis for their subsequent dissemination as formally approved programs by POST and the participating agencies, and for the endorsement of the California Peace Officers' Association, and for the endorsement of such groups, associations and agencies as may be deemed appropriate.
- J. To develop and implement a capability for continuous sensing and evaluation of future role requirements of the police line-officer.
- K. To apply the same systems analysis and development techniques, derived from Tasks A-J above, to the determination of present and future training needs of the various supervisory functions of the police, and to the various functioning levels of the other parts of the criminal justice system, including courts and correctional personnel.

III. RESULTS TO BE ACHIEVED/MEASURES OF EFFECTIVENESS

- A. Development of (a) data collection instrument (s) and a data base documenting the differing perceptions, held by various sectors of criminal justice system and community at large, of the roles of criminal justice system functionaries.
- B. Refinement of job analysis methodology and its application to the police sector of the criminal justice system.
- C. Documentation of the de facto role of the line-level police officer in three sizes of police departments.
- D. Determination of training needs of line-level police officers both on the basis of actual performance data, and also expert judgments of "most reasonable" perceptions.

- E. Development of new training programs for line-level police officers incorporating elements of current role performance not now covered by existing academic and in-service training programs.
- F. Development of training program evaluation methodology associated with the concept of "terminal performance objectives" as the basis for assessing internal training program effectiveness.
- G. Development of experimental designs to measure the effectiveness of newly developed training programs compared with various configurations of existing in-service and academic-based training programs.
- H. Documentation of "social order projections" of future roles of the police as the basis for continuous sensing of needs for systematic updating of training program content and method.
- I. Provision for application of data collection and analysis techniques, developed for the generation of police officer training requirements, to other sectors of the criminal justice system.

REIMBURSEMENT ENCUMBRANCE (Cont'd)

	<u>No. Officers</u>	<u>Total</u>	<u>Average</u>
Advanced Officer	285	\$ 26,375.00	\$ 93.00
Technical-Special	<u>121</u>	<u>51,890.00</u>	429.00
Total	4,740	\$2,161,600.00	
Balance 5-31-69			\$3,213,289.00
Reimbursements			<u>2,161,600.00</u>
Unencumbered Balance 5-31-69 P.O.T.F.			\$1,050,689.00



COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

714 P STREET, ROOM 1506
SACRAMENTO, CALIFORNIA 95814

FINANCIAL REPORT
PEACE OFFICER TRAINING FUND
May 1, 1969

REVENUE:

Balance P. O. T. F., 5-31-69	\$2,988,298.00
Revenue May, 1969	<u>241,308.00</u>
Total	\$3,229,636.00
Less Administrative Expenditures May, 1969	<u>16,347.00</u>
Balance as of 5-31-69	\$3,213,289.00

SOURCE OF REVENUE:

Balance 7-1-68	\$ 744,607.00
Assessments on:	
Criminal Fines 1968-69	2,309,954.00
Traffic Fines 1968-69 11-13-68 to 5-31-69	<u>358,727.00</u>
Total 1968-69	\$3,413,288.00

REIMBURSEMENT ENCUMBRANCE:

	<u>No. Officers</u>	<u>Total</u>	<u>Average</u>
Basic Course	3,510	\$1,872,405.00	\$534.00
Supervisory	719	177,971.00	248.00
Middle Management	77	25,959.00	337.00

8. Each applicant shall have satisfactorily completed the training prescribed by the Commission for his category.
9. The Commission may determine whether an applicant has received training equivalent to that prescribed for his category.
10. Agencies which desire to participate in the specialized law enforcement certification program must certify in writing to the Commission that the agency will:
 - a. Adhere to the standards for recruitment and training as set forth in Specification 12 of the Regulations entitled "Specialized Law Enforcement Certification Program," and
 - b. That the agency will permit the Commission to make such inquiries and inspection of records as may be necessary to determine whether the agency is, in fact, adhering to the standards established pursuant to Specification 12. In the case of local government agencies, the certification shall be in the form of a resolution or ordinance, and in the case of state personnel, in the form of a written communication for the Agency Head or governing body.

B. EDUCATION, TRAINING AND EXPERIENCE

1. Each applicant shall have completed the education, training, and law enforcement experience prescribed by the Commission for his category.
2. The acceptability of the required law enforcement experience shall be determined by the Commission.

3. Education points

One semester unit shall equal one education point and one quarter-unit shall equal two-thirds of a point.

4. Training points

Twenty classroom hours of law enforcement training approved by the Commission shall equal one training point.

5. When college credit is awarded for law enforcement training, it may be counted for either training points or education points, but not for both.

PROPOSED SPECIFICATION 12

January 1, 1970

Subject: SPECIALIZED LAW ENFORCEMENT CERTIFICATION PROGRAM

This specification supplements Section 1011(d) of the Regulations.

A. GENERAL PROVISIONS

1. Eligibility for the award of the Specialized Law Enforcement Certificate shall be determined by the Commission and may include full-time, paid peace officer members of state, county, city, and special district law enforcement agencies including peace officers designated in Sections 830.1 (except sheriffs, deputy sheriffs, and city policemen), 830.2 (except members of the California Highway Patrol), and 830.3 of the Penal Code, and members of a state college police department.
2. Specialized certificates may be issued in the categories of Specialized Police, Investigator, and Marshal. A list of the positions included in each of the categories shall be maintained by the Commission.
3. All applications for the award of the Specialized Law Enforcement Certificate shall be completed on the prescribed Commission form entitled "Application for Award of Certificate."
4. Each applicant shall attest that he subscribes to the Law Enforcement Code of Ethics.
5. Each applicant shall have met the minimum standards for recruitment as set forth in Section 1002 of the Regulations except for the visual acuity, color vision, and hearing requirements.
6. The application for a certificate shall provide for the following recommendation of the department head: "It is recommended that the certificate be awarded. I certify that the applicant has complied with the minimum standards set forth in Section 1002 of the Commission's Regulations, is of good moral character and is worthy of the award. My opinion is based upon personal knowledge or inquiry, and the personnel records of this jurisdiction substantiate the recommendation."
7. Each applicant shall have completed the probationary period prescribed by the employing jurisdiction, but in no case less than one year.

E. THE ADVANCED CERTIFICATE

In addition to the requirements set forth in Section A, General Provisions, the following are required for the award of the Advanced Certificate:

1. Shall possess or be eligible to possess the Intermediate Certificate.
2. Shall have acquired the following combinations of education and training points combined with the prescribed years of law enforcement experience, or the college degree designated combined with the prescribed years of law enforcement experience, and effective September 1, 1970, shall have been granted no less than 45 college semester units or 60 quarter units by an accredited college as defined in Section 1001 of the Regulations.

Education and Training Points	60	90	Associate Degree	Baccalaureate Degree	Masters Degree or higher
and	&	&	&	&	&
Years of Law Enforcement Experience	12	9	9	6	4

C. THE BASIC CERTIFICATE

In addition to the requirements set forth in Section A, General Provisions, the following are required for the award of the Basic Certificate:

1. Shall have completed the probationary period prescribed by the employing agency; but in no case of less than one year.
2. Shall have satisfactorily completed the training prescribed for his category.
3. Shall have been granted no less than 6 college semester units or 9 quarter units by an accredited college as defined in Section 1001 of the Regulations.

D. THE INTERMEDIATE CERTIFICATE

In addition to the requirements set forth in Section A, General Provisions, the following are required for the award of the Intermediate Certificate:

1. Shall possess or be eligible to possess a Basic Certificate.
2. Shall have acquired the following combinations of education and training points combined with the prescribed years of law enforcement experience, or the college degree designated combined with the prescribed years of law enforcement experience, and effective September 1, 1970, shall have been granted no less than 30 college semester units or 45 quarter units by an accredited college as defined in Section 1001 of the Regulations.

Education and Training Points	30	60	90	Associate Degree	Baccalaureate Degree
and	&	&	&	&	&
Years of Law Enforcement Experience	8	6	4	4	2

time would be spent dealing in technical matters wherein a policewoman's services are required, it was concluded that a waiver could be granted.

MOTION by Commissioner McKenzie, seconded by Commissioner Kelsay, carried unanimously that a special waiver under the provision of Section 1003 be granted to the City of El Centro to permit them to employ Ruth Covington as a policewoman.

The Commission concluded this matter in general agreement that future cases wherein requests are made for waiver of physical specifications be treated formally on an individual basis as this case had been handled.

TESTIMONY SUBMITTED BY MAL KING, CALIFORNIA DISTRICT ATTORNEY
INVESTIGATORS' ASSOCIATION

Mr. Mal King, Chief Investigator for the Ventura County District Attorney's office and member, California District Attorney Investigators' Association's Committee on Professionalization and Standards, presented the following request to the Commission:

1. That a category be established providing for the certification of investigators based on minimum standards to be established by the Peace Officer Standards and Training Commission and staff with the assistance of the California District Attorneys' Association and the California District Attorney Investigators' Association.
2. That the Commission allow district attorney investigators to apply for a regular P.O.S.T. certificate if their training, experience and length of service with police departments and/or sheriff's offices meet the present requirements for certificates.

It was directed by Chairman Reddin that a decision on this request be tabled until the next meeting of the Commission, following the meeting of the certification committee.

DATE AND LOCATION OF NEXT MEETING

The Commission set the date of the next meeting for April 11, 1969, in Sacramento. Further particulars will be arranged and transmitted to the Commission at a later date.

WHAT: P.O.R.T., for Peace Officer Recruitment Test, is a program that permits you to take one written test which, if you pass, will qualify you for further employment screening in the police departments listed on the reverse side.

WHEN: At 8 P.M. on the fourth Thursday and at 9 A.M. on the Saturday immediately following the fourth Thursday of each and every month, except as indicated below, starting on Thursday, July 24, and on Saturday, July 26, 1969.

No tests will be held on November 27, December 25, or on May 30, 1970.

WHERE: Room 1, Campus Center, El Camino Junior College located at Crenshaw and Redondo Beach Boulevards, Torrance, California.

WHO: You may take the test if you meet the entry requirements for one or more of the departments listed on the reverse side.

YOU MUST SHOW YOUR DRIVER'S LICENSE IN ORDER TO TAKE
THE TEST.

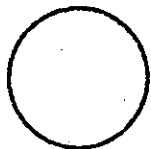
NO LICENSE - NO TEST

HOW: If you pass the written test, you will be sent a card which will show your test score. Take this card to any police department listed here. It will introduce you as a man who is ready for further employment screening in accordance with the rules of the department where you are applying.

FOR MORE INFORMATION -- CALL OR WRITE STEVE DUNN, COOPERATIVE PERSONNEL SERVICES, 714 OLYMPIC BLVD. PHONE: 620-3725.

Jurisdiction	Age	Weight	Height	Minimum Education	Monthly Salary
Beverly Hills	22 - 33	150 - 230	5'9" - 6'4"	High School Graduate or Equivalent	\$743 - 923
Culver City	21 - 35	140 - 225	5'9" - 6'5"	High School Graduate or Equivalent	\$755 - 889
El Segundo	21 - 35	155 - 227	5'8" - 6'5"	High School Graduate or Equivalent	\$730 - 887
Gardena	21 - 31	146 - 230	5'8" - 6'6"	High School Graduate	\$732 - 892
Inglewood	21 - 33	145 - 227	5'8" - 6'5"	High School Graduate or Equivalent	\$756 - 918
Manhattan Beach	23 - 35	145 - 225	5'9" - 6'5"	High School Graduate or Equivalent	\$722 - 879
Santa Monica	21 - 35	Prop.	5'9"	High School Graduate or Equivalent	\$687 - 849
Torrance	21 - 31	150 - 240	5'8" - 6'5"	High School Graduate or Equivalent	\$812 - 896

In order to become a peace officer a person must meet the above entry requirements and such other qualifications as may be imposed by the hiring agency. High school graduation equivalency will be determined by the hiring jurisdiction.



A New Idea in Police Officer Recruit Testing